

**Saint Paul Conservator for Performing Artists
Board of Directors Regular Business Meeting
November 18, 2019**

Members Present: Michael Robins (Chair), Kelly Rodieck (Vice Chair/Treasurer), Shawn Judge (Secretary), Amber Keeley, Jeffrey Kimpton, Justin Spooner

Members Absent: Jacie Knight

Others Present: Callie Jacobs (Superintendent), Brian Goranson (Principal), Meg Anderson (Executive Assistant), Molly McGraw Healy (Authorizer Liaison – University of St. Thomas), Tyler Dehne (Representative of Bergan KDV)

I. Call to Order

Michael Robins, Chair, called the meeting to order. A quorum was present.

II. Approval of Agenda

M/S Judge/Kimpton to approve the November 18, 2019 Regular Business Meeting Agenda. Motion passed unanimously.

III. Approval of September 16, 2019 Regular Business Meeting Minutes

M/S Kimpton/Judge to approve the September 16, 2019 Regular Business Meeting Minutes. Motion passed unanimously.

IV. Consent Agenda

M/S Judge/Kimpton to approve the Consent Agenda. Motion Passed with Michael Robins abstaining due to the Illusion Theater being a 2020 J-Term venue.

A. List of Bills for September and October 2019

B. Personnel

Gerard Ahlgren	\$2,000
Maggie Bergeron	\$2,700
Lisa Channer	\$2,020
Paul Coate	\$2,000
Susana DiPalma	\$2,020
Ashawni Ford	\$2,000
Penny Freeh	\$2,000
H. Adam Harris	\$2,000
Herb Johnson	\$2,020
Theo Langason	\$2,000
Lesli Parker	\$2,020
Casey Rafn	\$2,000
Judith James Ries	\$1,200
Elise Santa	\$2,000
Morgan Thorson	\$2,020
Mike Thurston	\$1,020

Yuki Tokuta	\$2,020
Elayna Waxse	\$2,020
Ian Zahren	\$2,000

C. J-Term Venues

Anne Simley Theatre, Hamline University	\$4,000
Ballet Co. Lab	\$2,000
The Crane Theater	\$3,900
E.M. Pearson Theater at Concordia	\$3,900
Gremlin Theatre	\$3,800
Hook & Ladder	\$3,000
Howard Conn Fine Arts Center	\$3,975
Illusion Theater	\$4,500
Ivy Artists Dance Studio	\$800
The Lab Theater, Minneapolis	\$7,600
Mixed Blood Theatre	\$5,700
North Garden Theater	\$2,150
Southern Theatre	\$4,200

V. Open Forum

There were no participants in the Open Forum. However, the Board took this time to introduce Molly McGraw Healy from the University of St. Thomas' Charter School Authorizing Program. She spoke about the positive site visit she had at the school that day. She also summarized the role of the authorizer and the relationship between the authorizer and the school.

VI. Action Items

A. FY19 Audit

M/S Rodieck/Kimpton to approve the submission to required parties of the final copy of the FY19 Audit. Motion passed unanimously.

Tyler Dehne from Bergan KDV (BKDV) detailed the results of the FY19 Audit which came back with a Clean Audit. The FY19 Audit [Draft] has gone through BKDV's quality review and no changes are planned. When the final report comes through, BKDV will submit it to the required parties.

B. 2019 October Financial Statements

M/S Kimpton/Rodieck to approve the October 2019 Financial Statements. Motion passed unanimously.

Tyler Dehne from BKDV detailed the October 2019 Financial Statements where our annual surplus is projected at \$15, which we are on track to hit. Enrollment is budgeted at 450 ADM, while we are currently at 439. We will have to adjust for this which will have a negative impact. However, the State approved the Safe Schools funding for all schools in the state of Minnesota which will be based off 2018 ADM count and is approximately \$30 per student. A portion of that was paid out in October 2019, which was not budgeted for. Dehne continued to present that we are 33% of the way through our yearly revenues, and October is 33% of the way through FY20, so we are on track. Expenses are at 29% which is under revenue. The cash trend is steady.

C. Policies

M/S Kimpton/Judge to approve Policy 503, Policy 505, Policy 601, Policy 706, Policy 806 and the Emergency Preparedness plan as presented. Motion passed unanimously.

M/S Judge/Kimpton to adopt Policy 531 as presented. Motion passed unanimously.

M/S Spooner/Kimpton to waive Policy 531. Motion passed unanimously.

- a. Policy 503
Attendance and Participation
- b. Policy 505
Distribution of Non-School Sponsored Materials on School Premises by Students and Employees
- c. Policy 531
Pledge of Allegiance

Note:

It was recommended that the Board waive this policy for the 2019-2020 school year, similar to all prior school years.

- d. Policy 601
School Curriculum and Instruction Goals
- e. Policy 706
Acceptance of Gifts
- f. Policy 806
Crisis Management
- g. Emergency Preparedness Plan

VII. Reports

A. 2019-2020 Enrollment Summary

Callie Jacobs, Superintendent, presented the current enrollment summary for the 2019-2020 school year. There are currently 439 students enrolled. The breakdown is consistent between males and females with previous years. Enrollment is up about 20 students in the 9th grade class compared to last year. Grade 11 has dipped slightly from the beginning of the school year, but grade 12 has increased; enrollment has gone from 125 to 129. There are plans for a few students to join at J-Term and the start of S2, but no current outstanding invitations or applications.

